



**JAMAICAN
CANADIAN
ASSOCIATION**

December 1, 1998



United Way
OF GREATER TORONTO
Member Agency

Ms. Holly Payton
Communications Relations Consultant
Corporate Communications and Public Affairs
CIBC Head Office
Commerce Court North, 11th Floor
Toronto, Ontario
M5L 1A2

Dear Ms. Payton:

I am writing to update you on our fundraising activities and plans for the commencement of our renovations at the JCA Community Centre at 995 Arrow Road.

We anticipate commencing renovations late January 1999 with a completion date in July 1999. We have developed a number of fundraising activities including a direct mail campaign that will launch our second year.

The Campaign is gaining momentum as we head into our second year. To date, our fundraising activities have raised \$230,000.00. We are currently working to get a construction loan and expect to hear of the decision within the next week.

We received CIBC's initial installment toward our Campaign in December 1997. This is a reminder that the second installment is due.

We would like to take this opportunity to thank CIBC for its ongoing support of our Campaign. We extend best wishes for a pleasant holiday season!

Yours truly,

Herman Stewart
President, Board of Directors
Jamaican Canadian Association